2.13 ORISSA

2.13.1 Administration: There was no change in the administrative set up during 1978-79.

2.13.2 Budget: During 1978-79 a sum of Rs.1,49,087.38 was spent out of a non-plan budget provision of Rs.1,57,000, and a sum of Rs.2,30,177.72 was spent on the plan side out of a budget provision of Rs.2,64,000.

2.13.3 Building: The State Archives has its own building.

2.13.4 Record Management: The department received lists of 'B' and 'C' class papers from all the district and subordinate offices for necessary scrutiny and selection of records to be transferred to the Archives for preservation, and the work is in progress. The Orissa Record Manual, 1964 is followed while reviewing records.

2.13.5 Research and Reference: 103 research scholars availed of the research facilities provided by the Department and 969 volumes and records were requisitioned by them.

2.13.6 Reference Media: Preparation of the descriptive lists of Balasore Revenue Records and subject list of Board of Revenue Records were continued. The preparation of subject lists of Oriental records was also continued. During the period 327 Persian documents were deciphered.

2.13.7 Preservation of Records: 97,668 sheets were flattened, 16,304 sheets were repaired with tissue paper, and 3,847 sheets repaired with acetate foil; 27,053 sheets were guarded and 112 volumes, 225 books and 59 newspaper volumes were bound.

2.13.8 Library: 2,437 books and reports were acquired during the period under report. Besides, a provision of Rs.10,735 was made for the purchase of books, and a sum of Rs. 2,400 was spent on the purchase of a catalogue cabinet and catalogue cards.

2.13.9 Other Important Activities: An exhibition of important records and historical manuscripts was organised on the occasion of 'Archives Week' held from 7th to 13th August, 1978.